

**IN THE UNITED STATES BANKRUPTCY COURT
FOR THE WESTERN DISTRICT OF MISSOURI**

CHAPTER 13

Filing requirements for new Petitions (cases) and amendments thereto.

☐ \$194.00 Total Fee (\$155.00 Filing Fee + \$39.00 Administrative Fee per 28 USC § 1930(b)(8))

The following documents are required for a Chapter 13 case and should be in your **pdf (portable document format)** electronic file in the following order:

- | | |
|---|--|
| 1. <input type="checkbox"/> Petition (including signature page) | <u>Separate Documents</u> |
| 2. <input type="checkbox"/> Summary of Schedules | <input type="checkbox"/> Application to pay filing fee in installments |
| 3. <input type="checkbox"/> Schedules: | <input type="checkbox"/> Chapter 13 Plan/Plan Summary (signed) |
| <input type="checkbox"/> Schedule A. Real Property | |
| <input type="checkbox"/> Schedule B. Personal Property | |
| <input type="checkbox"/> Schedule C. Exempt Property (Individual) | |
| <input type="checkbox"/> Schedule D. Secured Claims | Missing Documents; |
| <input type="checkbox"/> Schedule E. Priority Claims | If not included, a master mailing matrix |
| <input type="checkbox"/> Schedule F. Nonpriority Claims | must be filed within two (2) days. |
| <input type="checkbox"/> Schedule G. Contracts/Leases | All other documents are due within fifteen (15) |
| <input type="checkbox"/> Schedule H. Codebtors | days from date of filing or the case may be |
| <input type="checkbox"/> Schedule I. Current Income (Individual) | dismissed. |
| <input type="checkbox"/> Schedule J. Current Expenditures (Individual) | |
| 4. <input type="checkbox"/> Verification of Schedules | |
| 5. <input type="checkbox"/> Verified Statement of Financial Affairs | |
| 6. <input type="checkbox"/> Disclosure of Attorney Compensation | |
| 7. <input type="checkbox"/> Matrix | |
| 8. <input type="checkbox"/> Verification of Matrix | |
| 9. <input type="checkbox"/> Local Rule 2015-2A and B Statements (If debtor operates a business) | |

The Mailing Matrix must also be prepared in a separate text (.txt or .scn) file.